

Planned amendments to grant guidelines to apply for Round 2 of the Fresh Start Program

Overview

As a result of feedback received during Round 1, the following amendments are being proposed to the Grant Guidelines for Round 2. It is recommended that these proposed amendments are read in conjunction with the Round 1 Grant Guidelines. Please note these proposed amendments are **subject to approval**. The final, approved Grant Guidelines for Round 2 will be provided to councils once approved.

The amendments are detailed below, but in summary they are:

- Clarification about what is the “applicable award wage”
- Updated dates for future grant rounds, including application closing dates;
- Improved definitions around cadetships;
- Addition of a link to a training plan template for a cadetship; and
- Improved wording in relation to training contracts for apprentices and trainees.

Planned amendments

Round 1 Guidelines	Update in Round 2 Guidelines
The Program will fund the applicable award wage for a new apprentice, trainee, or cadet.	The Program will fund 100 per cent of the rate of pay for a new apprentice, trainee or cadet, applicable under clause 32C of the <i>Local Government (State) Award 2023</i> (see the Clause 7 Rates of Pay – Table 1 of Part B, included in Schedule 1 of these Guidelines). See below for Schedule 1 to be included in the updated Guidelines.
The Program will fund 15 per cent of on-costs.	The Program will fund 15 per cent of on-costs (i.e. the minimum superannuation guarantee and workers compensation insurance related to employing the new apprentice, trainee or cadet)
N/A	As a result of more trainees/cadets being supported than apprentices through Round 1,

Round 1 Guidelines	Update in Round 2 Guidelines
	Round 2 intends to offer funding for up to 400 apprentices and 250 trainees/cadets.
<p>Funding rounds:</p> <ul style="list-style-type: none"> Round 1 - January 2025 Round 2 - July 2025 Round 3 - January 2026 Round 4 - January 2027 	<p>Funding rounds:</p> <ul style="list-style-type: none"> Round 1 - January 2025 Round 2 - July 2025 Round 3 - January 2026 (TBC) Round 4 - July 2026 (TBC)
<p>Applications to be submitted on SmartyGrants portal by:</p> <ul style="list-style-type: none"> Round 1 – 8 November 2024 Round 2 – 31 March 2025 Round 3 – 31 July 2025 Round 4 – 31 July 2026 	<p>Applications to be submitted on SmartyGrants portal by:</p> <ul style="list-style-type: none"> Round 1 – Closed Round 2 – 31 March 2025 Round 3 – 18 July 2025 (TBC) Round 4 – 31 March 2026 (TBC)
Similar to an apprentice or trainee, a cadet will work with an employer in a relevant field while completing their studies. The main difference is that cadetships are for those studying at university level.	A cadetship is for a student who is enrolled in, or studying, a qualification at a Registered Higher Education Provider in their second-to-last year or last year.
There is no legislative framework for cadetships. Organisations will need to prepare their own Training Plan.	There is no legislative framework for cadetships. Organisations will need to prepare a training plan to complement the Regulated Higher Education Award and role in the organisation. It is recommended that organisations use the template Training Plan for Cadetships available on the Council Portal of the OLG website.
Note: if funded, organisations will need to provide a copy of the Training Plan for each employed recruit.	Note: if funded, organisations will need to provide a copy of the Approved Training Contract and Letter from Training Services for Apprentices and Trainees, and a Training Plan for Cadets.
Organisations must confirm the premises, and equipment/methods are appropriate to the work and training.	Organisations must have the work schedules that will enable the recruit to receive the work-based component of the proposed training, by providing all necessary facilities and opportunities to acquire the competencies of the vocation concerned.

Schedule 1 – Rates of pay funded under the grant

Clause 32C of the Local Government (State) Award 2023

C. TRAINEE EMPLOYMENT AND APPRENTICESHIPS

- (i) The rates of pay as provided for in Band 1/Level 1 are payable to employees undertaking entry level training.
- (ii) An employee shall be appointed to Band 1/Level 1 according to either their age or educational qualification, whichever provides for the higher rate of pay.
- (iii) Progression along the scale is not automatic but is subject to successful completion of appropriate training modules and satisfactory service.
- (iv) If the employment is to be continued beyond the training period upon the successful completion of training, the employee shall proceed to the appropriate band and level in the structure.
- (v) In addition to the vocational training direction, the employer shall provide an apprentice with the conditions of the apprenticeship in writing and these conditions shall include:
 - (a) the term of the apprenticeship;
 - (b) the course of studies to be undertaken by the apprentice;
 - (c) the course of on the job training to be undertaken by the apprentice.

D. SCHOOL BASED TRAINEES AND APPRENTICES

- (i) The object of Part D of this clause is to assist persons who are undertaking a traineeship or apprenticeship under a training contract while also enrolled in the Higher School Certificate. Such school based traineeships/apprenticeships are undertaken at a minimum Certificate II Australian Qualifications Framework (AQF) qualification for traineeship level and a minimum Certificate III Australian Qualifications Framework (AQF) qualification for apprenticeship level as specified in the relevant Vocational Training Order pursuant to the *Apprenticeship and Traineeship Act 2001* (NSW).
- (ii) The hourly rates for school based trainees/apprentices for total hours worked including time deemed to be spent in off-the-job training shall be calculated by dividing the applicable weekly rate for full time apprentices as set out in Band 1/Level 1 by 38 or 35 in accordance with clause 20, Hours of Work.
- (iii) For the purpose of subclause (ii), where a school based trainee/apprentice is a full time school student, the time spent in off-the-job training for which the school based trainee/apprentice is paid is deemed to be 25 per cent of the actual hours worked on-the-job each week. The wages paid for training time may be averaged over the school term or year.
- (iv) School based trainees/apprentices progress through the rates of pay set out in Band 1/Level 1 subject to successful completion of appropriate training modules and satisfactory service.
- (v) Except as provided by this Award, school-based trainees/apprentices are entitled to pro rata entitlements of all other conditions of employment.

PART B

MONETARY RATES – TABLE 1

CLAUSE 7 – RATES OF PAY

Band/Level	(b) Rate Per Week \$	(c) Rate Per Week \$
	First Pay Period 01/07/24	First Pay Period 01/07/25
Operational Band 1		
Level 1 (Juniors and Trainees)		
T1 at 15 years of age	468.00	482.00
T2 at 16 years of age	584.20	601.70
T3 at 17 years of age	687.10	707.70
T4 at 18 years of age or over or HSC	803.30	827.40
T5	920.10	947.70
T6	993.20	1023.00
T7	1042.10	1073.40
T8	1092.10	1124.90
T9	1142.50	1176.80
T10	1194.60	1230.40